



Erasmus+ Programme

Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-20[21]¹ between programme countries

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Website (eg. of the course catalogue)
Bahcesehir University	TR ISTANBU08	Burak YARIMBIYIK, Institutional Erasmus Coordinator Bahcesehir University Çırağan Caddesi No:4 34353 Beşiktaş - Istanbul / TURKEY Ph: +90 212 381 01 97 Burak.yarimbilik@bahcesehir.edu.tr Ms. Demet ÜNLÜAKIN, Academic Coordinator Faculty of Engineering Ph: +90 212 381 05 73 demet.unluakin@bahcesehir.edu.tr	Information for incoming students: http://international.bahcesehir.edu.tr/exchange/erasmus/incoming-students/ Course catalogue: https://akts.bahcesehir.edu.tr/bilgipaketi/index/index/In/en
Obuda University	HU BUDAPES16	Institutional coordinator : Mrs. Mária Dudás, Director Centre for International Mobility	http://erasmus.uni-obuda.hu/en/

¹ Higher Education Institutions have to agree on the period of validity of this agreement

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		dudas.maria@rh.uni-obuda.hu Tel: +36 1 666 5050 Academic contact: Ms. Maros Dóra maros.dora@kvk.uni-obuda.hu	
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B. Mobility numbers per academic year

[Paragraph to be added, if the agreement is signed for more than one academic year:

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods]	Student Mobility for Traineeships *
HU BUDAPES 16	TR ISTANBUO 8	0713, 0714	Electrical Engineering	1 st ,	2	/
TR ISTANBUO 08	HU BUDAPES 16	0713, 0714	Electrical Engineering	1 st ,	2	/

* *Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]*

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods]	Staff Mobility for Training *
HU BUDAPES16	TR ISTANBUO8	0713, 0714	Electrical Engineering	10 days (2 persons x 5 days)	

			Administrative		5 days (1 persons x 5 days)
TR ISTANBU08	HU BUDAPES1	0713, 0714	Electrical Engineering	10 days (2 persons x 5 days)	
			Administrative		5 days (1 persons x 5 days)

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ³	
				Student Mobility for Studies	Staff Mobility for Teaching
TR ISTANBU08	ANY	English		B2 English	B2 English
HU BUDAPES16	ANY	Hungarian	English	B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution *[Links provided on the first page]*.

D. Additional requirements

HU BUDAPES16: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Centre for International Mobility: projectoffice@uni-obuda.hu

Application process: <http://erasmus.uni-obuda.hu/en>

TR ISTANBU08 is able to receive students with disabilities. This can be discussed before each nomination.

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution	Autumn term*	Spring term*
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³ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

[Erasmus code]	[month]	[month]
TR ISTANBU08	June 1st(Nomination Deadline) September – January (Acad. Calendar)	November 1st(Nomination Deadline) February – June (Acad. Calendar)
HU BUDAPES16	1 May	5 November

[* to be adapted in case of a trimester system]

- The receiving institution will send its decision within 4 weeks.
- A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI.
- Termination of the agreement

In the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

F. Information

1. Grading systems of the institutions

TR ISTANBU08:

LETTER GRADE	GPA	SCALE OF 100	ECTS GRADE	PERCENTAGE	DEFINITION	EXPLANATION
A	4.00	90 -100	A	10 %	EXCELLENT	outstanding performance with only minor errors
A-	3.67	87 - 89	B	25 %	VERY GOOD	above the average standard but with some errors
B+	3.33	84 - 86	C	30 %	GOOD	generally sound work with a number of notable errors
B	3.00	80 - 83	D	25 %	AVERAGE	fair but with significant shortcomings
B-	2.67	77 - 79	E	10 %	PASS	performance meets the minimum criteria
C+	2.33	74 - 76	FX		FAIL (INCOMPLETE)	Fail - some more work required before the credit can be awarded
C	2.00	70 - 73	F		FAIL	Fail - considerable further work is required
C-	1.67	67 - 69				
D+	1.33	64 - 66				
D	1.00	60 - 63				
I						
F	0.00	59 and lower				

HU BUDAPES16: <http://erasmus.uni-obuda.hu/en/grading-system>

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU08	Beste ÖZTOPAL Incoming Coordinator +90 212 381 01 50 beste.oztopal@bahcesehir.edu.tr	http://international.bahcesehir.edu.tr/student-visa-residence-permit/
HU BUDAPES16	projectoffice@uni-obuda.hu , +36-1 6665051	For Visa: http://konzuliszolgalat.kormany.hu/en For residence permit: http://www.bmbah.hu/jomla/index.php?lang=en

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU08	Beste ÖZTOPAL Incoming Coordinator +90 212 381 01 50 beste.oztopal@bahcesehir.edu.tr	http://international.bahcesehir.edu.tr/exchange/erasmus/incoming-students/
HU BUDAPES16	projectoffice@uni-obuda.hu , +36-1 6665051	http://www.oep.hu/oepdok/fajlok/e.pdf

4. Housing

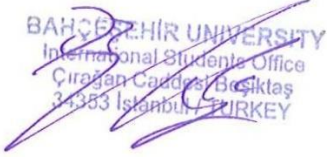
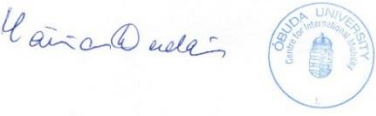
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information

sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU08	Beste ÖZTOPAL Incoming Coordinator +90 212 381 01 50 beste.oztopal@bahcesehir.edu.tr	http://international.bahcesehir.edu.tr/exchange/erasmus/incoming-students/accomodation/
HU BUDAPES1 6	projectoffice@uni-obuda.hu , +36-1 6665051	http://erasmus.uni-obuda.hu/en/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
TR ISTANBU08	Burak YARIMBIYIK ERASMUS Institutional Coordinator Bahcesehir University	08,04,2014	
HU BUDAPES16	Mária Dudás Director	28/03/2014	

*The Bilateral Agreements in Óbuda University can be signed by the following persons:
Rector, Vice-rectors, Deans, Director of the Centre for International Mobility*

⁴ Scanned signatures are accepted